

Local Government Pension Scheme

Advance Notification of Employee Leaving with Entitlement to Pension / Compensation Benefits

Please read the notes overleaf before completing this form in BLOCK CAPITALS.

Surname:	
Title: Mr/Mrs/Miss/Ms/other	Forenames:
Date of birth:	National Insurance Number:
Employer:	Date of Leaving:
Job Title:	Current Contractual Hours:
<p>1. Reason for Leaving Service (please choose one of the following):</p> <p>Normal Retirement (age 60+) / Ill Health / Early Retirement (with Employers Consent - age 55 to 60)* / Efficiency / Redundancy</p> <p>Reason for Leaving:</p> <p><i>* Age 55 or over (or age 50 if a member before 1 April 2008 and leaving before 1 April 2010)</i></p>	
<p>2. 'Augmented Membership' Benefits</p> <p>Augmented membership benefits payable in accordance with Employer's policy.</p> <p>In addition to any LGPS benefits, I authorise the payment of benefits for Added Years of: _____ year(s) _____ day(s)</p> <p>In addition, I authorise payment of additional pension of £_____ pa</p> <p>I am arranging for the appropriate signed authorised documentation to be forwarded to TOPS Section (Pensions), London Borough of Bexley.</p> <p>Signed: _____ (All Augmented Membership benefits payable by Employer)</p>	
<p>3. Name and Address for communications:</p>	
For enquiries contact:	Telephone:
Certification signature:	Date:

Completed form to be returned to TOPS Section (Pensions), London Borough of Bexley who will forward to the LPFA.

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The following will be entitled to immediate payment of benefits:

➤ **Normal Retirement 60 Plus**

An active member leaving your employment if they have reached age 65 and has completed at least 3 months membership or has a transfer credit is entitled to payment of benefits. An active member who leaves between the ages of 60 and 65 is entitled to preserved benefits, or may choose to receive benefits immediately, however those benefits may be subject to reduction to take account of their early payment and the fact that the pension will be paid for longer.

➤ **Ill Health**

An active member who is declared permanently unfit and has completed at least 3 months membership or has a transfer credit. A qualified occupational health doctor must certify the contributor as permanently unfit for the current position and to have a reduced likelihood of obtaining gainful employment before age 65. Before referring a potential ill health retirement to an occupational health doctor you must obtain approval from London Borough of Bexley for your choice of medical advisor.

➤ **Efficiency / Redundancy**

An active member who is retired on grounds of redundancy or in the interests of the efficiency of your organisation's functions, is aged 55 or over (or age 50 if a member before 1 April 2008 and leaving before 1 April 2010), and has at least 3 months membership or has a transfer credit. In such cases you will be required to make a payment to London Borough of Bexley according to guidance issued by the Government Actuary.

➤ **Voluntary Retirement with Employers Consent from 55 to 60**

If you consent to early retirement of an active employee between ages 55 and 60 (or age 50 if a member before 1 April 2008 and leaving before 1 April 2010) they will become entitled to immediate payment of any pension benefits due. In such cases you will be required to make a payment to London Borough of Bexley according to guidance issued by the Government Actuary.

Augmentation of Service

It is possible in certain circumstances to award an additional period of membership or an additional pension for the purpose of increasing benefits, under the Local Government Pension Scheme Regulations. Should you wish to use this option please let TOPS Section (Pensions) have full details of the case so that you may be advised of the limit to the number of years or pension that may be added in the particular case and as to the costs and formalities required. You should only make such an award in accordance with your discretionary policy in this area.